



Edmonds Municipal Court
250 5th Avenue North
Edmonds, WA 98020
edmcourt@edmondswa.gov
(425) 771-0210

LINDA W.Y. COBURN
 JUDGE

JOAN FEREBEE
 COURT ADMINISTRATOR

TIME PAYMENT AGREEMENT

NAME _____ CASE # _____

ADDRESS _____ PHONE _____ E-Mail _____

CITY _____ STATE _____ ZIP _____

ALL PAYMENT MUST BEGIN WITHIN 30 DAYS FROM THE DATE THIS AGREEMENT IS SIGNED AT THE BOTTOM.

THE PAYMENT SHALL BE DUE ON THE ____10TH OR ____20TH DAY OF EACH MONTH BEGINNING THE MONTH OF _____.

AMOUNT TO BE PAID SHALL BE \$ 50 (MINIMUM) OR \$ _____ MONTHLY. UNTIL THE FINE IS PAID IN FULL

I PROMISE TO PAY MY PENALTY AS SCHEDULED ABOVE AND ANY SUBSEQUENT CHANGES TO THE PAYMENT SCHEDULE AS INITIATED BY ME AND APPROVED BY THE COURT. I UNDERSTAND THAT IF MY PAYMENT IS NOT MADE, I COULD BE SUBJECT TO FURTHER MONETARY PENALTY. THE AMOUNT OWED MAY ALSO BE REFERRED TO A COLLECTION AGENCY PER RCW 19.16.500. I ALSO UNDERSTAND THAT IF I FAIL TO COMPLY WITH MY LEGAL FINANCIAL OBLIGATIONS ON A TRAFFIC OFFENSE, THE COURT WILL NOTIFY THE DEPARTMENT OF LICENSING AND MY DRIVERS LICENSE MAY BE SUSPENDED UNTIL ALL PENALTIES REQUIRED BY RULE OR LAW HAVE BEEN PAID.

PAYMENTS MAY BE MADE BY:

1. CHECK/MONEY ORDER MAILED TO EDMONDS MUNICIPAL COURT, 250 -5TH AVE. N., EDMONDS, 98020. PLEASE WRITE YOUR CASE NUMBER(S) ON THE CHECK/MONEY ORDER.
2. PAYMENTS MAY ALSO BE PLACED IN THE COURT'S 24-HOUR DROP BOX LOCATED AT 250 - 5TH AVE, EDMONDS, WA 98020. (NO CASH PAYMENTS MAY BE MADE IN THE DROP BOX.)
3. CREDIT/DEBIT CARD AT THE FRONT COUNTER OR BY CALLING 425-771-0210. **A \$2.00 SERVICE FEE WILL BE ADDED FOR ALL CREDIT/DEBIT CARD TRANSACTIONS.**
4. MAILING IN THE CREDIT/DEBIT CARD INFORMATION BY COMPLETING THE TIME-PAY STATEMENT. THESE STATEMENTS ARE A COURTESY, YOU ARE RESPONSIBLE TO MAKE TIMELY PAYMENTS WHETHER YOU RECEIVE A TIME-PAY STATEMENT OR NOT.
5. CONTACTING THE COURT TO SET UP AN AUTO-PAYMENT.
6. PAYING IN PERSON AT THE CLERK'S COUNTER DURING BUSINESS HOURS (M-F, EXCEPT HOLIDAYS, 8:30 A.M. -4:30 P.M.. CLOSED DURING LUNCH NOON-1:00 P.M.).

DATE _____

 DEFENDANT'S SIGNATURE

 COURT

 CLERK'S INITIALS